



# Mobile Phone Policy

<i>Tabled</i>	
<i>Review Date</i>	<i>1<sup>st</sup> May, 2028</i>





## Mobile Phone Policy



### Help for non-English speakers

If you need help to understand the information in this policy please contact Mahogany Rise Primary School.

### PURPOSE

To explain to our school community the Department's and Mahogany Rise Primary School's policy requirements and expectations relating to students using mobile phones during school hours.

### SCOPE

This policy applies to:

1. All students at Mahogany Rise Primary School and,
2. Students' personal mobile phones brought onto school premises during school hours, including recess and lunchtime.

### DEFINITIONS

**A mobile phone** is a telephone with access to a cellular (telecommunication) system, with or without a physical connection to a network. For the purpose of this policy, "mobile phone" refers to mobile phones and any device that may connect to or have a similar functionality to a mobile phone such as smart watches.

### POLICY

Mahogany Rise Primary School understands that students may bring a personal mobile phone to school, particularly if they are travelling independently to and from school.

At Mahogany Rise Primary School:

- Students who choose to bring mobile phones to school must have them switched off and hand into the school office at the start of the day
- Students can collect their mobile phone at the end of the school day from the office
- Exceptions to this policy may be applied if certain conditions are met (see below for further information)
- When emergencies occur, parents or carers should reach their child by calling the school's office.

### Personal mobile phone use

In accordance with the Department's Mobile Phones — Student Use Policy issued by the Minister for Education, personal mobile phones must not be used at Mahogany Rise Primary School during school hours, including lunchtime and recess, unless an exception has been granted.



# MAHOGANY RISE

## Primary School

Where a student has been granted an exception, the student must use their mobile phone for the purpose for which the exception was granted, and in a safe, ethical and responsible manner.

### **Secure storage**

Mobile phones owned by students at Mahogany Rise Primary School are considered valuable items and are brought to school at the owner's (student's or parent/carer's) risk. Students are encouraged not to bring a mobile phone to school unless there is a compelling reason to do so. Please note that Mahogany Rise Primary School does not have accident insurance for accidental property damage or theft. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items. Refer to the Mahogany Rise Primary School's Personal Property Policy or the Department's [Claims for Property Damage and Medical Expenses policy](#).

Where students bring a mobile phone to school, Mahogany Rise Primary school will provide secure storage. Secure storage is storage that cannot be readily accessed by those without permission to do so. At Mahogany Rise Primary School students are required to store their phones at the school office.

### **Enforcement**

Students who use their personal mobile phones inappropriately at Mahogany Rise Primary School may be issued with consequences consistent with our school's existing *Student Wellbeing and Engagement, Code of Conduct* and *Bullying* policies.

At Mahogany Rise Primary School inappropriate use of mobile phones is **any use during school hours**, unless an exception has been granted, and particularly use of a mobile phone:

- in any way that disrupts the learning of others
- to send inappropriate, harassing or threatening messages or phone calls
- to engage in inappropriate social media use including cyber bullying
- to capture video or images of people, including students, teachers and members of the school community without their permission
- to capture video or images in the school toilets, changing rooms, swimming pools and gyms

### **Exceptions**

Exceptions to the policy:

- may be applied during school hours if certain conditions are met, specifically,
  - Health and wellbeing-related exceptions; and

- o Exceptions related to managing risk when students are offsite.
- can be granted by the Principal, or by the teacher for that class, in accordance with the Department's Mobile Phones — Student Use Policy.

Where an exception is granted, the student can only use the mobile phone for the purpose for which it was granted.

### **Camps, excursions and extracurricular activities**

Mahogany Rise Primary School will provide students and their parents and carers with information about items that can or cannot be brought to camps, excursions, special activities and events, including personal mobile phones.

### **Exclusions**

This policy does not apply to

- Out-of-School-Hours Care (OSHC)
- Out-of-school-hours events
- Travelling to and from school

### **COMMUNICATION**

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Included in staff induction processes and staff training
- Discussed at annual staff briefings/meetings
- Hard copy available from school administration upon request

### **RELATED POLICIES AND RESOURCES**

- *Student Wellbeing and Engagement*
- *Code of Conduct*
- *Personal Property,*
- *Bullying Prevention*
- Mobile Phones — Student Use Policy